

Stetson University

Summer School Policies on

Course Enrollment, Faculty Compensation, Teaching Loads, and Payment Schedules

The following summer school policies apply to all summer undergraduate courses and to all DeLand and Celebration on-campus graduate courses in the College of Arts and Sciences (with the exception of counselor education internships and practica).

Course Enrollment Threshold

Preliminary decisions about whether or not courses will run will be made at the end of the spring registration period. Final determinations will be made no later than the first day of class.

A minimum of five students is required for a course to run.

If a class has three students enrolled, the faculty member will have the option of teaching the course and receiving 60% of the normal compensation for the course. If four students are enrolled, the faculty member will receive 80% of the normal compensation. Courses with only one or two students registered will be cancelled and every effort will be made to work with each student to find another suitable course.

Faculty Summer Teaching Load

Faculty Summer Teaching Load. In order to promote a healthy work/life balance, to allow faculty the time to continue engagement in their research as is expected for tenured and tenure-track faculty, and to fulfill the expectations for excellent teaching and attention to each course assigned, Stetson will assign faculty no more than the equivalent of 3.5 course units of teaching and administrative responsibilities over the summer. The maximum teaching load is three unit-courses (the equivalent of twelve credit hours) taught at the same time when one or more of them is online. When no online courses are included, the maximum teaching load will be two courses (the equivalent of eight credit hours) during the same session or overlapping sessions. For the purpose of this policy, faculty load for leading senior research, overseeing student internships, and teaching independent study courses, as well as administrative appointments, are calculated according to the table below.

Per student teaching	
internship	1/10 course unit per student
independent study	1/10 course unit per course
senior research	1/10 course unit per student*
Administrative appointments	
Chair	1 course unit load weight
Associate/Assistant Dean	2 course unit load weight
Director	1 course unit load weight
Various other	0.5-2 course units, determined by the dean or provost, as appropriate

*Faculty have the ability to request special consideration based on pedagogy for 4+ students

Faculty Compensation Rates

Compensation for teaching of summer courses is according to faculty rank at the rates noted in the chart below. Courses with fewer than 5 students are compensated at a percentage of the rate in the table below—80% for 4 students; 60% for 3 students. Payments for senior research, internship oversight, and independent study are made on a per student basis at a rate equal to 10% of the rate listed below. For all half-unit courses, the compensation is half of the equivalent unit course rate.

<i>Rank</i>	<i>Per Unit or 3-credit course</i>	80% pay for four students	60% pay for three students
Professor	\$4,200	\$3360	\$2520
Associate Professor	\$3,750	\$3000	\$2250
Assistant Professor, Professor of Practice, Visiting Professor	\$3,400	\$2720	\$2040
Adjunct	\$3,100	\$2480	\$1860

Compensation rates for senior research, internship oversight, and independent study

Rank	Per Unit	Per half-unit
Professor	\$420	\$210
Associate Professor	\$375	\$186
Assistant Professor, Professor of Practice, Visiting Faculty	\$340	\$170
Adjunct	\$310	\$155

Summer Internships: According to the Faculty Workload Parameters, there are two levels of internship, depending upon the level or intensity of supervision. The higher level is generally for graduate-level practica in which there is a more intense role for the faculty mentor. For undergraduates, the faculty role is typically at the lower-intensity level, requiring approximately 15 hours of faculty time over the course of the internship period. If the expected faculty role is less than 15 hours/student, then the faculty workload weighting and faculty compensation can be adjusted accordingly.

Music School Lessons: Compensation for faculty teaching music school summer lessons is \$360 per student for 1-credit lessons (MUSA 101, 111); and \$720 per student for 2-credit lessons (MUSA 112 and 312). Note that 4-credit lessons (MUSA 313) are very rarely allowed for summer study and as such require specific approval by the Dean of the School of Music. Compensation is \$720 per student should the dean approve the teaching of MUSA 313 for summer.

Payment Schedule

Session	Number of Payments	Months Paid
Session 1: first short session	1	June
Session 2: long session Music lessons Counselor Ed internships and practicum	2	June, July
Session 3: second short session Senior Research Internships Independent Study	1	July
Session 4: six-week session	1	July